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AN EVALUATION OF STAFF PERFORMANCE IN PRIMARY SCHOOL (ESP)

NAJIHAH BINTI MUSA

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(804436)

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Nama Penyelia
(Name of Supervisor) : **ASSOC. PROF. MD ZAHIR MAT CHA**

Tandatangan
(Signature)

Tarikh (Date) : 21/10/2010

Nama Penilai
(Name of Evaluator) : **MADAM SALINA ISMAIL**

Tandatangan
(Signature)

Tarikh (Date) : 21/10/2010

**AN EVALUATION OF STAFF PERFORMANCE IN PRIMARY SCHOOL
(ESP)**

**A project submitted to Dean of Postgraduate Studies and Research in
partial Fulfillment of the requirement for the degree Master of Science
Information Technology Universiti Utara Malaysia**

By

Najihah Binti Musa (804436)

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ABSTRAK

Fokus kajian ini adalah untuk membantu guru besar dalam membuat penilaian terhadap kakitangan yang bekerja di sekolahnya pada setiap hujung tahun. Sebelum protopaip ini dibangunkan, guru besar menggunakan kaedah lama dimana guru besar perlu menggunakan pen dan kertas dan proses penilaian dilakukan secara manual. Terdapat banyak masalah yang timbul jika menggunakan kaedah lama ini contohnya pembaziran masa dan kertas. Kadang kala data dan maklumat setiap pekerja ini akan hilang dan sukar diperolehi semula. Maka, dengan adanya protopaip ini, data boleh disimpan dalam sistem pangkalan data dengan selamat dan data semakin mudah untuk diperolehi semula. Sistem ini juga boleh membantu guru besar membuat penilaian kerana setiap data yang disimpan adalah data yang berkaitan dengan proses penilaian itu sendiri. Sistem ini juga membantu mengira markah secara automatik bergantung kepada pencapaian setiap pekerja di sekolah pada akhir tahun. Akhir sekali, guru besar mampu membuat penilaian yang baik untuk setiap pekerja yang bekerja di sekolah pada setiap akhir tahun.

ABSTRACT

Focus of this study is to help headmaster to evaluate each staffs at school at the end of each year. Before this prototype was develop, headmaster needs to evaluate them using traditional method which is using pen and papers. There are lots of problems by using this method such as wasting time and papers. Sometimes, data may lose or unable to read or retrieve. By using this prototype, the data can be kept safely in the database without losing it. It also can help headmaster to make evaluation because all of the related data are stored in the same database and headmaster doesn't need to open all files like before in order to evaluate staffs. This prototype can calculated a mark automatically based on staff performance at school. At the end of this study, headmaster can make a good evaluation for each staff based on their performance and work they have done at school.

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LIST OF ABBREVIATIONS

BASIC	Beginners All-purpose, Symbolic Instruction Code
CASE	Computer Aided Software Engineering
ESEA	Elementary And Secondary Education ACT
ESP	Evaluation of Staff Performance
GHS	Ghana Health Service
HOUSSE	Highly Objective Uniform Statewide Standard of Evaluation
IEEE	Institute of Electrical and Electronics Engineer
OOSE	Object Oriented Software Engineering
RAD	Rapid Application Development
RIPP	Rapid Iterative Production Prototyping
SPA	Staff Performance Appraisal
TDMS	Teachers Development Management Systems
UML	Unified Modeling Language
UCSF	University California San Francisco
VB	Visual Basic

CHAPTER 1

INTRODUCTION

This chapter briefly discusses about the main idea of this study. It will describe in more detail the main idea of this study, followed by the problem statement, research questions, objectives, and scope of this study. The last sub-topic are structure of dissertation; it will elaborate about the overall chapter in this study and how this study will be organized.

1.1 Introduction

In the end of each year, the headmaster needs to evaluate each staffs in his school. The evaluation will be made based on their performance in school throughout the year. This evaluation is important to see the development of staffs, teachers and school to ensure that the school's mission and vision are achieved. Before this, each staffs have to know what they need to achieve and help them to focus on it. Each staffs must know what they need to do to perform their job successfully. The performance criteria will alert them on what they should do and the standard that they have to achieve.

Performance management is important to manage evaluation for each staffs at school. Meanwhile, performance management can inform the staffs what they should do for a certain period of time and helps the school to focus and contribute to

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